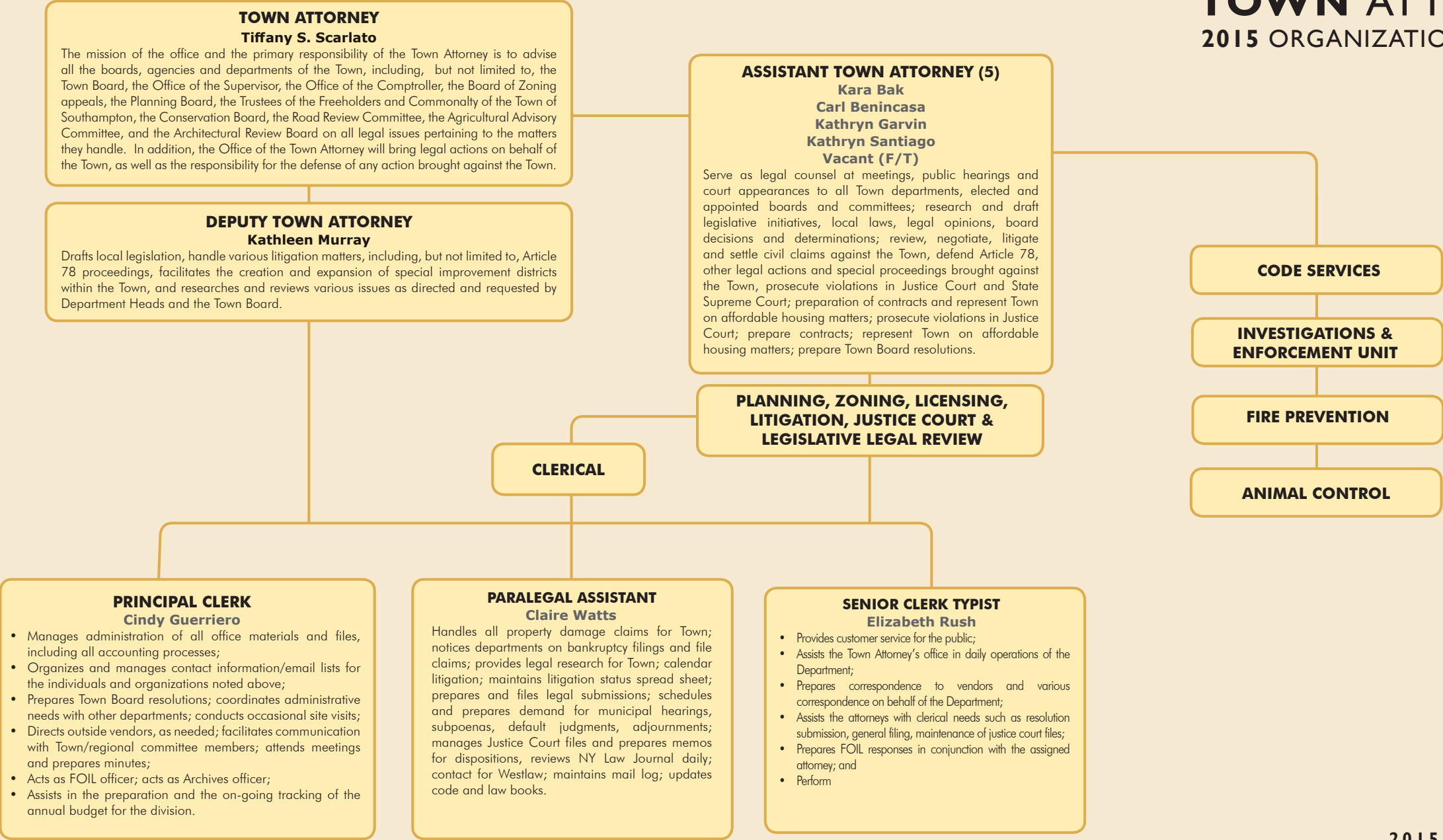


# TOWN ATTORNEY

## 2015 ORGANIZATIONAL CHART



# Department Summary

Department: Town Attorney

Budget Year: 2015  
Division: Town Attorney  
Tax District: Full Town

Cost Center #: 1420  
Manager: Tiffany Scarlato

NOTES:

Departmental Mission & Responsibilities:

The Office of the Town Attorney provides legal advice, assistance and representation to the Town Board, as well as to all the other boards, committees, agencies, and departments of the Town. Other Boards include the Planning Board, Zoning Board of Appeals, Conservation Board, Architectural Review Board, Board of Trustees of the Freeholders and Commonalty of the Town of Southampton, Licensing Review Board, Historic Landmarks Board and Assessment Review Board. Legal support is also provided to, among others, the Audit Advisory Committee, Safety and Loss Committee, Road Review Committee and other entities designated by the Town Board. The Town Attorney’s Office also provides legal resources and advice with respect to several specialized areas of the law and matters that span departments and taxing districts, such as: Freedom of Information Law (FOIL) requests; formation and administration of special districts such as fire, ambulance, water, etc.; formation of planned development districts (PDDs); moratoria; State Environmental Quality Review Act (SEQRA) matters, including preparation of environmental impact statements; special events; labor and employment matters; and drafting support for local laws, ordinances and resolutions.

This Department is also instrumental in ensuring Requests for Proposals, bids and contracts and ensuring compliance with applicable laws.

The Office of the Town Attorney is also responsible for all Town litigation, which typically averages over 200 active claims, cases and appeals at any given time, the defense of which is either handled directly by in-house staff or through outside counsel. The Town Attorney’s Office also handles the prosecution of all Town Code violations in the Justice Court, parking violations, and all enforcement actions in State Supreme Court.

The Town Attorney’s Office includes the Division of Code Services, consolidating the Investigation and Enforcement Unit, the Fire Prevention and Fire Marshal function, the Bay Constables, and Animal Control into one unit, whose overriding purpose is the enforcement of all applicable NY State and local Town codes and ordinances.

Workload:

The Town Attorney’s Office workload includes the following:

- 1. Legal representation of all Town Boards, agencies and departments.
- 2. Coordination and review of all outside counsel services to the Town, including labor relations legal counsel.
- 3. Enforcement of matters in Justice Court and Supreme Court.

Town of Southampton

2015 Tentative Budget

Town Attorney - 1420

Account Code	Description	2013 Adopted Budget	2013 Actual	2014 Adopted Budget	2014 Amended Budget	2014 Aug YTD Actual	2015 Requested Budget	2015 Tentative Budget	2015 Tentative/ 2014 Amended Difference	2015 Tentative/ 2014 Amended % of Change	2016 Requested Budget	2016 Tentative Budget	2016 Tentative/ 2015 Tentative Difference	2016 Tentative/ 2015 Tentative % of Change
1001	<b>Real Property Taxes:</b>													
	Property Taxes	1,605,556	1,668,668	2,201,841	2,112,453	2,145,453	2,217,310	2,212,310	99,856	4.73%	2,238,486	2,233,486	21,177	0.96%
	<b>Total Real Property Taxes</b>	1,605,556	1,668,668	2,201,841	2,112,453	2,145,453	2,217,310	2,212,310	99,856	4.73%	2,238,486	2,233,486	21,177	0.96%
	<b>Other Revenue:</b>													
2770	Miscellaneous	0	95	0	0	0	0	0	0	0.00%	0	0	0	0.00%
5031	Interfund Transfer - Revenue	0	0	4,500	4,500	4,500	0	0	(4,500)	(100.00%)	0	0	0	0.00%
	<b>Total Other Revenue</b>	0	95	4,500	4,500	4,500	0	0	(4,500)	(100.00%)	0	0	0	0.00%
	<b>Total Revenue</b>	1,605,556	1,668,763	2,206,341	2,116,953	2,149,953	2,217,310	2,212,310	95,356	4.50%	2,238,486	2,233,486	21,177	0.96%
	<b>Salaries:</b>													
6100	Salaries	762,842	760,696	779,143	779,143	464,870	824,021	824,021	(44,878)	(5.76%)	841,059	841,059	(17,039)	(2.07%)
6105	Part Time Salaries	0	0	0	15,000	8,540	0	0	15,000	100.00%	0	0	0	0.00%
6110	Longevity	3,837	3,829	3,955	3,955	0	5,155	5,155	(1,200)	(30.35%)	5,292	5,292	(137)	(2.65%)
	<b>Total Salaries</b>	766,679	764,525	783,098	798,098	473,410	829,177	829,176	(31,078)	(3.89%)	846,351	846,351	(17,175)	(2.07%)
	<b>Employee Benefits - Current:</b>													
6810	Employee Retirement - Active	103,502	181,989	101,020	114,241	79,938	136,814	136,814	(22,573)	(19.76%)	139,648	139,648	(2,834)	(2.07%)
6830	FICA Tax Expenditure	57,831	56,105	58,806	59,954	34,699	61,698	61,698	(1,745)	(2.91%)	62,713	62,713	(1,014)	(1.64%)
6835	MTA Tax	2,607	2,504	2,663	2,715	1,542	2,819	2,819	(105)	(3.86%)	2,878	2,878	(58)	(2.07%)
6840	Worker's Compensation	2,044	2,044	4,522	4,522	2,466	4,630	4,630	(109)	(2.41%)	4,725	4,725	(95)	(2.05%)
6860	Medical Insurance - Active Employees	155,733	152,225	164,243	148,262	87,224	168,180	168,180	(19,918)	(13.43%)	168,180	168,180	0	0.00%
6865	Dental & Optical	12,994	11,302	13,004	13,004	6,980	13,004	13,004	0	0.00%	13,004	13,004	0	0.00%

Town of Southampton

2015 Tentative Budget

Town Attorney - 1420

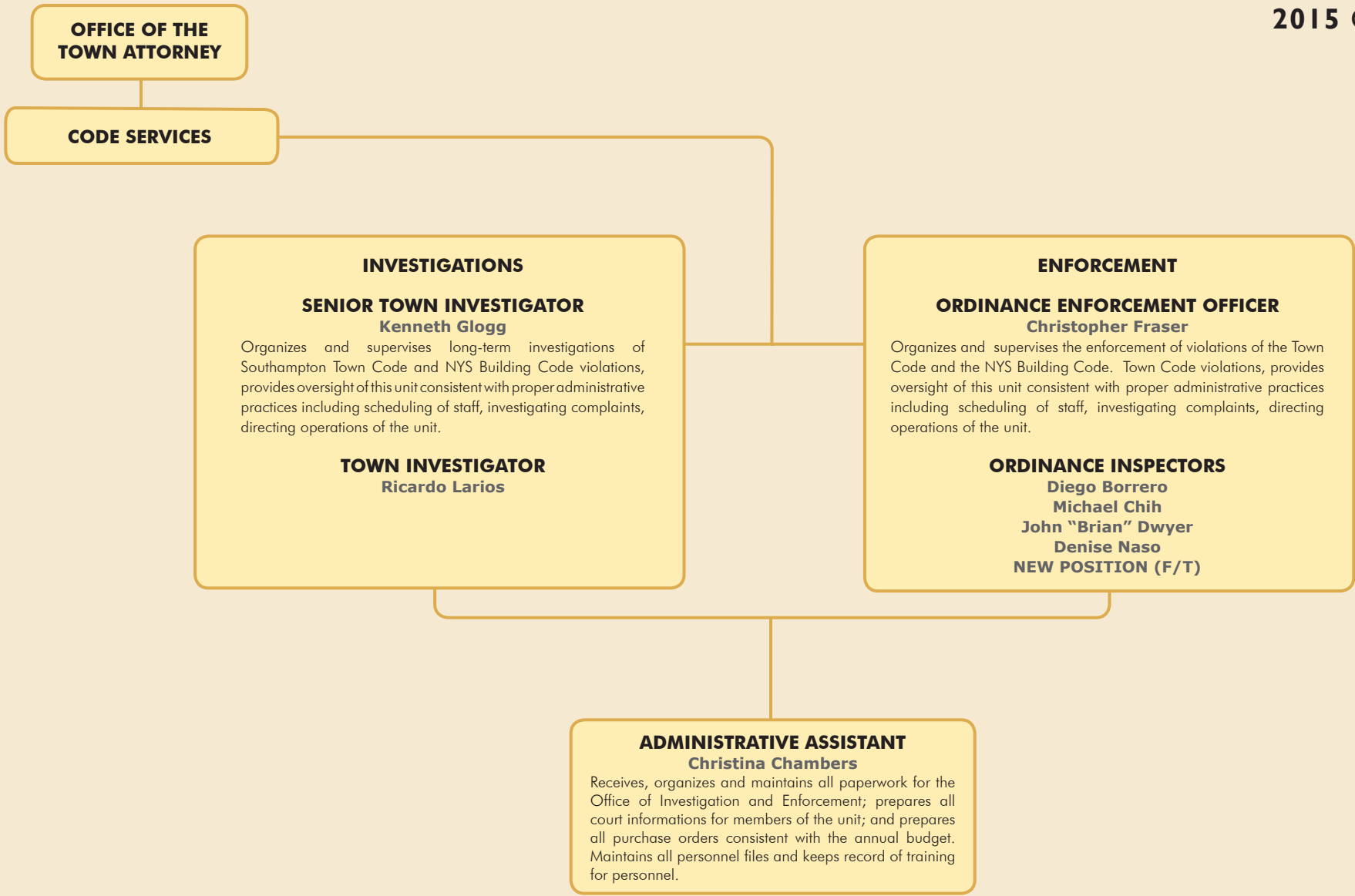
Account Code	Description	2013 Adopted Budget	2013 Actual	2014 Adopted Budget	2014 Amended Budget	2014 Aug YTD Actual	2015 Requested Budget	2015 Tentative Budget	2015 Tentative/ 2014 Amended Difference	2015 Tentative/ 2014 Amended % of Change	2016 Requested Budget	2016 Tentative Budget	2016 Tentative/ 2015 Tentative Difference	2016 Tentative/ 2015 Tentative % of Change
6875	Disability	288	399	288	288	(93)	288	288	0	0.00%	288	288	0	0.00%
	Total Employee Benefits - Current	334,998	406,569	344,544	342,984	212,756	387,434	387,434	(44,450)	(12.96%)	391,435	391,435	(4,002)	(1.03%)
	Total Employee Costs	1,101,676	1,171,094	1,127,641	1,141,081	686,166	1,216,610	1,216,610	(75,528)	(6.62%)	1,237,786	1,237,786	(21,177)	(1.74%)
	Contractual:													
6401	Contracts	0	0	25,000	11,000	8,875	20,000	15,000	(4,000)	(36.36%)	20,000	15,000	0	0.00%
6403	Gasoline	200	0	200	200	31	200	200	0	0.00%	200	200	0	0.00%
6411	Printing and Stationery	880	145	400	400	213	400	400	0	0.00%	400	400	0	0.00%
6412	Publications	35,000	41,698	35,000	54,175	28,015	55,000	55,000	(825)	(1.52%)	55,000	55,000	0	0.00%
6416	Travel, Dues and Related	3,000	337	3,000	3,000	875	3,000	3,000	0	0.00%	3,000	3,000	0	0.00%
6420	Other	5,000	5,189	15,000	12,825	1,748	15,000	15,000	(2,175)	(16.96%)	15,000	15,000	0	0.00%
6425	Office Supplies	2,500	2,106	1,800	1,800	508	1,800	1,800	0	0.00%	1,800	1,800	0	0.00%
6430	Legal Fees	450,000	455,087	689,000	629,393	435,762	600,000	600,000	29,393	4.67%	600,000	600,000	0	0.00%
6450	Schools & Training	3,000	2,260	7,000	7,000	1,845	3,000	3,000	4,000	57.14%	3,000	3,000	0	0.00%
6477	Copier Leases	4,300	3,927	2,300	2,300	469	2,300	2,300	0	0.00%	2,300	2,300	0	0.00%
6498	Insurance-Unallocated	0	0	300,000	267,000	17,000	300,000	300,000	(33,000)	(12.36%)	300,000	300,000	0	0.00%
	Total Contractual	503,880	510,748	1,078,700	989,093	495,339	1,000,700	995,700	(6,607)	(0.67%)	1,000,700	995,700	0	0.00%
	Total Expenditures	1,605,556	1,681,842	2,206,341	2,130,174	1,181,506	2,217,310	2,212,310	(82,135)	(3.86%)	2,238,486	2,233,486	(21,177)	(0.96%)
	Net Surplus (Deficit)	0	(13,078)	0	(13,221)	968,448	0	0			0	0		

Town of Southampton  
2015 Tentative Budget  
Town Attorney - 1420

Account Code	Description	2013 Adopted Budget	2013 Actual	2014 Adopted Budget	2014 Amended Budget	2014 Aug YTD Actual					2016 Requested Budget	2016 Tentative Budget	2016 Tentative/ 2015 Difference	2016 Tentative/ 2015 % of Change
							2015 Requested Budget	2015 Tentative Budget	2015 Tentative/ 2014 Amended Difference	2015 Tentative/ 2014 Amended % of Change				
Appropriated Fund Balance:														
9090	Appropriated Fund Balance	0	0	0	13,221	0	0	0			0	0		

# INVESTIGATIONS & ENFORCEMENT UNIT

2015 ORGANIZATIONAL CHART



# Department Summary

Department: Investigation & Enforcement Unit

**Budget Year:** 2015

**Division:** Town Attorney

**Fund:** Part Town Land Management (22)

**Costing Center #:** 3125

**Manager:** Tiffany Scarlato

**Departmental Mission & Responsibilities:**

The goals and objectives of this unit are to obtain compliance with all local and state codes by voluntary compliance. Absent voluntary compliance, the unit assists in the prosecution of the offenders in Town Justice Court, as directed by the prosecutors in the Town Attorney's Office.

**Workload:**

The investigations and Enforcement Unit is responsible to effectively, efficiently and proactively investigate all violations of quality of life complaints within the Town of Southampton. The unit will assist in obtaining compliance, the ultimate goal of all violations of the Town and State codes as reported to or discovered by investigation of the members of the unit. Many complaints and code violations are corrected by voluntary compliance of the residents and property owners in the Township. The overall mission of the unit is to assist in correcting quality of life violations by voluntary compliance and education of the residents of the Town.

**Goals & Objectives:**

The goals and objectives of this unit are to obtain compliance with all local and state codes by voluntary compliance. Absent voluntary compliance, the unit assists in the prosecution of the offenders in Town Justice Court, as directed by the prosecutors in the Town Attorney's Office.

**Legal Authority:**

The Investigation & Enforcement Unit was created by adoption of the 2007 Operating Budget.

NOTES:

**Town of Southampton**  
**2015 Tentative Budget**  
**Investigation & Enforcement Unit - 3125**

Account Code	Description	2013 Adopted Budget	2013 Actual	2014 Adopted Budget	2014 Amended Budget	2014 Aug YTD Actual	2015 Requested Budget	2015 Tentative Budget	2015 Tentative/ 2014 Amended Difference	2015 Tentative/ 2014 Amended % of Change	2016 Requested Budget	2016 Tentative Budget	2016 Tentative/ 2015 Tentative Difference	2016 Tentative/ 2015 Tentative % of Change
<b>Real Property Taxes:</b>														
1001	Property Taxes	744,071	752,008	773,714	756,949	756,949	688,994	711,317	(45,632)	(6.03%)	755,283	779,901	68,584	9.64%
<b>Total Real Property Taxes</b>		744,071	752,008	773,714	756,949	756,949	688,994	711,317	(45,632)	(6.03%)	755,283	779,901	68,584	9.64%
<b>Other Revenue:</b>														
1560	Rental Permits	0	0	0	0	0	100,000	150,000	150,000	100.00%	100,000	150,000	0	0.00%
2770	Miscellaneous	0	0	0	0	25,000	50,000	50,000	50,000	100.00%	0	0	(50,000)	(100.00%)
5031	Interfund Transfer - Revenue	0	5,000	4,500	12,500	12,500	0	0	(12,500)	(100.00%)	0	0	0	0.00%
<b>Total Other Revenue</b>		0	5,000	4,500	12,500	37,500	150,000	200,000	187,500	1500.00%	100,000	150,000	(50,000)	(25.00%)
<b>Total Revenue</b>		<b>744,071</b>	<b>757,008</b>	<b>778,214</b>	<b>769,449</b>	<b>794,449</b>	<b>838,994</b>	<b>911,317</b>	<b>141,868</b>	<b>18.44%</b>	<b>855,283</b>	<b>929,901</b>	<b>18,584</b>	<b>2.04%</b>
<b>Salaries:</b>														
6100	Salaries	432,588	440,585	452,760	437,236	266,191	456,659	507,907	(70,671)	(16.16%)	469,270	522,314	(14,407)	(2.84%)
6101	Overtime	20,500	5,202	20,500	20,500	10,423	20,500	20,500	0	0.00%	20,500	20,500	0	0.00%
6105	Part Time Salaries	26,000	21,252	50,000	50,000	8,100	50,000	40,000	10,000	20.00%	50,000	40,000	0	0.00%
6110	Longevity	3,905	2,173	6,635	6,635	0	7,862	7,862	(1,227)	(18.49%)	8,019	8,019	(157)	(2.00%)
6127	Cash in Lieu of Health Benefits	4,000	4,000	4,000	4,000	1,250	2,500	2,500	1,500	37.50%	2,500	2,500	0	0.00%
6144	Clothing Cleaning	1,800	1,500	1,800	1,800	1,500	2,100	2,400	(600)	(33.33%)	2,100	2,400	0	0.00%
<b>Total Salaries</b>		488,793	474,711	535,695	520,171	287,464	539,621	581,169	(60,998)	(11.73%)	552,389	595,733	(14,564)	(2.51%)
<b>Employee Benefits - Current:</b>														
6810	Employee Retirement - Active	50,488	88,867	49,448	55,920	39,129	77,405	85,910	(29,990)	(53.63%)	79,512	88,313	(2,403)	(2.80%)
6830	FICA Tax Expenditure	37,256	35,780	41,012	39,824	22,817	41,313	44,491	(4,667)	(11.72%)	42,290	45,605	(1,114)	(2.50%)
6835	MTA Tax	1,656	1,589	1,827	1,774	1,017	1,840	1,981	(208)	(11.70%)	1,883	2,031	(50)	(2.50%)



# Town of Southampton

## 2015 Tentative Budget

### Investigation & Enforcement Unit - 3125

Account Code	Description	2013 Adopted Budget	2013 Actual	2014 Adopted Budget	2014 Amended Budget	2014 Aug YTD Actual	2015 Requested Budget	2015 Tentative Budget	2015 Tentative/ 2014 Amended Difference	2015 Tentative/ 2014 Amended % of Change	2016 Requested Budget	2016 Tentative Budget	2016 Tentative/ 2015 Tentative Difference	2016 Tentative/ 2015 Tentative % of Change
6840	Worker's Compensation	13,394	13,394	15,495	15,495	8,451	15,550	15,831	(336)	(2.17%)	15,943	16,285	(453)	(2.86%)
6860	Medical Insurance - Active Employees	93,751	79,490	88,980	88,980	55,793	107,004	124,368	(35,388)	(39.77%)	107,004	124,368	0	0.00%
6865	Dental & Optical	10,395	7,403	10,425	10,425	4,786	10,430	11,735	(1,309)	(12.56%)	10,430	11,735	0	0.00%
6875	Disability	259	150	288	288	(45)	288	288	0	0.00%	288	288	0	0.00%
<b>Total Employee Benefits - Current</b>		207,199	226,674	207,475	212,706	131,948	253,830	284,605	(71,898)	(33.80%)	257,350	288,625	(4,020)	(1.41%)
<b>Total Employee Costs</b>		695,992	701,385	743,170	732,877	419,412	793,450	865,773	(132,896)	(18.13%)	809,739	884,357	(18,584)	(2.15%)
<b>Equipment:</b>														
6200	Equipment	12,500	0	0	0	0	0	0	0	0.00%	0	0	0	0.00%
<b>Total Equipment</b>		12,500	0	0	0	0	0	0	0	0.00%	0	0	0	0.00%
<b>Contractual:</b>														
6401	Contracts	2,244	1,762	2,244	2,244	2,068	2,244	2,244	0	0.00%	2,244	2,244	0	0.00%
6403	Gasoline	19,000	16,717	19,000	19,000	7,104	20,000	20,000	(1,000)	(5.26%)	20,000	20,000	0	0.00%
6406	Repair Equipment	1,500	273	500	4,271	0	3,000	3,000	1,271	29.76%	3,000	3,000	0	0.00%
6411	Printing and Stationery	1,699	1,342	1,500	1,500	0	1,500	1,500	0	0.00%	1,500	1,500	0	0.00%
6418	Uniforms	1,800	957	1,000	2,032	533	2,000	2,000	32	1.57%	2,000	2,000	0	0.00%
6420	Other	0	0	0	0	0	5,000	5,000	(5,000)	(100.00%)	5,000	5,000	0	0.00%
6423	Small Equipment (Non-Capital	2,000	1,014	1,000	1,079	1,078	1,000	1,000	79	7.32%	1,000	1,000	0	0.00%
6425	Office Supplies	1,000	896	800	1,368	590	800	800	568	41.52%	800	800	0	0.00%
6450	Schools & Training	1,300	400	5,500	5,050	250	3,500	3,500	1,550	30.69%	3,500	3,500	0	0.00%
6466	Telephone - Wireless	5,036	3,792	3,500	3,500	1,947	3,500	3,500	0	0.00%	3,500	3,500	0	0.00%

Town of Southampton  
2015 Tentative Budget  
Investigation & Enforcement Unit - 3125

Account Code	Description	2013 Adopted Budget	2013 Actual	2014 Adopted Budget	2014 Amended Budget	2014 Aug YTD Actual	2015 Requested Budget	2015 Tentative Budget	2015 Tentative/ 2014 Amended Difference	2015 Tentative/ 2014 Amended % of Change	2016 Requested Budget	2016 Tentative Budget	2016 Tentative/ 2015 Tentative Difference	2016 Tentative/ 2015 Tentative % of Change
6477	Copier Leases	0	0	0	3,000	0	3,000	3,000	0	0.00%	3,000	3,000	0	0.00%
	<b>Total Contractual</b>	35,579	27,154	35,044	43,044	13,572	45,544	45,544	(2,500)	(5.81%)	45,544	45,544	0	0.00%
	<b>Total Expenditures</b>	<b>744,071</b>	<b>728,539</b>	<b>778,214</b>	<b>775,921</b>	<b>432,984</b>	<b>838,994</b>	<b>911,317</b>	<b>(135,396)</b>	<b>(17.45%)</b>	<b>855,283</b>	<b>929,901</b>	<b>(18,584)</b>	<b>(2.04%)</b>
	<b>Net Surplus (Deficit)</b>	<b>0</b>	<b>28,468</b>	<b>0</b>	<b>(6,472)</b>	<b>361,465</b>	<b>0</b>	<b>0</b>			<b>0</b>	<b>0</b>		
	<b>Appropriated Fund Balance:</b>													
9090	Appropriated Fund Balance	0	0	0	6,472	0	0	0			0	0		

# FIRE PREVENTION

## 2015 ORGANIZATIONAL CHART

OFFICE OF THE  
TOWN ATTORNEY

CODE SERVICES

CHIEF FIRE MARSHAL  
Cheryl Kraft

- Reviews fire reports;
- Reviews inspections and daily Fire Marshal activities;
- Reviews timecards;
- Reviews FOIL requests;
- Reviews plans or site inspections to calculate maximum occupant loads;
- Inspects dangerous buildings; testimony; follow up and demolition;
- Supervises Fire Marshals and support staff;
- Develops scheduled overtime list;
- Provides oversight of Special Events Permits;
- Provides inspections and permit oversight for junkyards, manufactured home parks, farm stands, bed and breakfasts;
- Reviews and issues Fire Works permits;
- Reviews and issues Public Assembly and Side Walk Dining permits;
- Reviews tent permits and mass gatherings for Village of Sagaponack;
- Prepares annual budget requests; works with Comptroller's Office;
- Monitors expenditures; reviews P-cards expenditures;
- Fields telephone complaints and questions regarding fire prevention;
- Coordinates with the Police Department on Emergency Preparedness issues;
- Confirms 24 hours of annual training required by NYS for Fire Marshals;
- Court testimony;
- Promotes fire safety programs;
- Hazardous Materials Technician;
- Suffolk County Suit Rescue Team member;
- Works with Town Attorney's office on code amendments and other issues;
- Coordinates on annual contracts with Town Attorney's Office;
- Southampton Fire Chiefs Council member;
- Liaison to Southampton Fire Districts;
- EMS Advisory Board primary;
- Recruitment and Retention sub-committee;
- Pine Barrens Wildfire Task force;
- Quartermaster;
- Point of contact for website updates;
- Develops PowerPoint presentation for annual Police Department training;
- Annual employee reviews;
- Notary Public.
- Records Access Officer, Oversight of Records
- Assures compliance with NYS and Comptroller spending requirements
- Compiles annual statistics

OFFICE

SENIOR CLERK TYPIST  
Teri Kostuk

- Triage visitors - primary;
- Coordinates mailing, tracking, notifications for permits: bed and breakfast; junkyard; farm stand; manufactured home parks; side walk dining;
- Back up for Cash Balancing report;
- Schedules appointments;
- Maintains daily log for Fire Marshal activities;
- Maintains log of taxi companies; taxi drivers;
- Formats occupancy cards;
- Back up for violation searches;
- Formats operating, tent, public assembly and other permits; enters data into Govern; coordinates mailing/notification of various permit applications;
- Compiles information for Southampton Town Chiefs and Fire District meetings;
- Maintains inventory/orders routine office supplies;
- Prepares reports for Southampton Town Fire Chiefs and Fire District Meetings;
- Maintain inventory/order office supplies;
- Cash Balancing Report for Payments; banking of receipts;
- Processes FOIL and other report requests;
- Compiles list of Fire Damages Structure for Assessors Office and Building Department;
- Handles routine telephone inquiries;
- Annual employee review for Data Entry personnel.

CLERK TYPIST (P/T)  
Debbie Altman

- Violation searches;
- Filing;
- Telephone support.

FIELD

FIRE MARSHAL II  
John Rankin

- Performs business inspections for compliance with NYS Fire Code and other applicable codes;
- Performs compliance checks and permit deliveries;
- Hazardous Materials Technician;
- Conducts fire investigations for cause and origin;
- Grand jury and court room testimony;
- Deliver annual Police Department training;
- Provides department training.

FIRE MARSHAL I  
Chris Hansen

- Plans review including: building plans; fire alarm plans; sprinkler plans; hood and duct plans; fire suppression plans and subdivisions;
- Point of contact for Building Department for open plans;
- Performs final inspection for Fire Code compliance; prior to approval for Certificate of Occupancy or Certificate of Compliance;
- Hazardous Materials Technician;
- Haz Mat suit testing;
- Haz Mat trailer primary;
- Maintains inventory and testing information on air packs;
- MCI trailer and DOT inspection status;
- EMS Advisory Board secondary;
- Grant research.

FIRE MARSHAL I  
Brian Williams

- Business inspections for compliance with NYS Fire Code and other applicable codes;
- Compliance checks and permit delivery;
- Fire investigations for cause and origin;
- Hazardous Materials Technician;
- Grand Jury and court room testimony;
- Oversight of radio inventory;
- Compiles information on Southampton Town Foam Bank;
- Methane readings at Southampton Town landfill and court;
- Updates foam bank inventory semi-annually.

FIRE MARSHAL I  
Al Tyczkowski

- Business inspections for compliance with NYS Fire Code and other applicable codes;
- Compliance checks and permit delivery;
- Fire investigations for cause and origin;
- Hazardous Materials Technician;
- Grand Jury and court room testimony;
- Review of sub-division plans.

FIRE MARSHAL P/T

# Department Summary

Department: Fire Prevention

Budget Year: 2015  
Division: Town Attorney  
Tax District: Full Town

Cost Center #: 3410  
Manager: Cheryl Kraft

NOTES:

Departmental Mission & Responsibilities:

In 2012, the Fire Prevention and Fire Marshal costing centers were combined into Fire Prevention (3410). The department will continue to work to save lives, protect public safety, and help businesses comply with fire codes. It will continue to coordinate with local fire departments and emergency medical providers. The Chief Fire Marshal or designee shall continue to serve as Liaison for the Fire Advisory Board, EMS Advisory Committee, Southampton Town Chiefs Council and the Southampton Town Fire District Officers Association. The Chief Fire Marshal shall continue to administer the provisions of Chapter 164 of the Town Code, and other code sections as requested or as defined within the relevant Chapter.

In addition the office will continue to be responsible for the administration of a permit system consisting of operating permits, tent and canopy permits, as well as the responsibility to administer Special Event, Public Assembly and Outdoor Dining, Bed and Breakfast establishments, Farmstands, Junkyards, and Mobile Home Parks.

Workload:

The office performs inspections of businesses within the Town, as well as villages of Quogue and Sagaponack. It also performs plans review of site plans, subdivisions and commercial building plans, including tenant changes, fire alarms, commercial cooking equipment and fire extinguishment systems including residential sprinkler systems, in the Town and assists the Village of Quogue as requested. It handles fire investigations, hazardous materials response and fire related complaints in the Town, as well as the Villages of North Haven, Quogue, Sagaponack and Westhampton Beach. It performs violation searches, usually for title and mortgage companies. The review of Special Events applications and permit approval were added to its duties in 2010. Applicants are required to submit an Incident Action Plan, which is used to provide information to emergency responders to help ensure the safety of attendees. Fire Prevention continues to provide support for Emergency Preparedness, including Emergency Operations Center (EOC) staffing at the Town and County level.

Goals & Objectives:

Consistent with its mission, Fire Prevention will continue to work to save lives, protect public safety, and help businesses comply with fire codes, as well as coordinating with local fire departments and emergency medical personnel.

Legal Authority:

Fire Prevention was created by Local Ordinance 49 effective 1/1/68. Authority for operating permits is defined in Chapter 164 of the Town Code. Other permit processes and administration are defined within various chapters of the Town Code.

**Proposed 2015 FEE SCHEDULE FOR FIRE PREVENTION PERMITS**

	<u><b>FEE (in dollars)</b></u>
<b>PERMIT TYPE: TC 164</b>	
<b>Operating Permits: All operating permits: there shall be a late fee of 10% but not less than \$30 for any permit that is not renewed within thirty days of its date of expiration.</b>	
<b>Combustible dust/vapor producing operations</b>	140
<b>Storage of Compressed and liquefied gases</b>	
2,000 to 10,000 gallons [container water capacity]	200
In excess of 10,000 gallons (container water capacity)	500
<b>Storage of Retail Sale of Propane (exchange)</b>	
2,000 gallons or less	200
<b>Explosive materials</b>	500
<b>Public Fireworks display/proximate audience display/pyrotechnic display and Special effects</b>	550
<b>Private Fireworks display/proximate audience display/pyrotechnic display and Special effects</b>	650
<b>Flammable /combustible liquids</b>	
Greater than 55 gallons but less than 1,000 gallons	125
1,000 gallons or greater	500
<b>Marine fueling operations</b>	200
<b>Flammable finishing</b>	150
<b>Pyroxylin Plastics</b>	150
<b>Welding</b>	50

**NOTES:**

Facilities with H areas	400
Aviation facilities	250
Dry cleaning	100
Fruit Crop Ripening facilities	100
Fumigation and fogging	100
Semi-conductor fabrication	500
Lumber and woodworking facilities	150
Organic Coating processes	150
Industrial ovens	150
Motor fuel repair operations	100
High piled storage	150
Tire rebuilding	250
Aerosols	150
Combustible fibers	200
Corrosive material	200
Cryogenic fluids	200
Flammable gases	150
Flammable solids	200
Toxic materials	200

NOTES:

Organic peroxides	200
Oxidizers	
Class 1	100
Class 2	250
Class 3	350
Class 4	450
Unstable materials	
Class 1	150
Class 2	250
Class 3	350
Class 4	450
Water reactive materials	250

*\*increase minimum late fee in 2014 to not less than \$35*

***Single event/seasonal permits***

Bon fires	55
Late fee - less than 48 hours’ notice	35

**Tents - Residential (First tent fee is based upon the largest sized tent)**

First tent:	
Less than 1,000 sq. ft.	45
1,000 sq. ft. but less than 5,000 sq. ft.	150
5,000 sq. ft. but less than 10,000 sq ft.	250
10,000 sq. ft. but less than 15,000 sq. ft.	400
15,000 sq. ft. but less than 50,000 sq. ft.	500
50,000 sq. ft. or greater	1,000
For each additional tent less than 1,000 sq. ft.	60
For each additional tent 1,000 sq. ft. but less than 10,000 sq. ft.	75
For each additional tent greater than 10,000 sq. ft.	250

Late fee - less than 48 hours’ notice **(There is one late fee charged regardless of the number of tents. It is based upon the size of the largest tent.)**

NOTES:

For tents less than 10,000 sq. ft.	35
For tents 10,000 sq. ft. or greater	100

**Tents – Commercial (First tent fee is based upon the largest sized tent)**

First tent:	
Less than 1,000 sq. ft.	250
1,000 sq. ft. but less than 5,000 sq. ft.	275
5,000 sq. ft. but less than 10,000 sq ft.	300
10,000 sq. ft. but less than 15,000 sq. ft.	400
15,000 sq. ft. but less than 50,000 sq. ft.	500
50,000 sq. ft. or greater	1,000
For each additional tent less than 1,000 sq. ft.	75
For each additional tent 1,000 sq. ft. but less than 10,000 sq. ft.	100
For each additional tent greater than 10,000 sq. ft.	150

Late fee - less than 48 hours’ notice **(There is one late fee charged regardless of the number of tents. It is based upon the size of the largest tent.)**

For tents less than 10,000 sq. ft.	35
For tents 10,000 sq. ft. or greater	100

**Compressed and liquefied gases**

<i>For each temporary installation</i>	
<i>2,000 gallons</i> or less	50
Late fee	30

**Seasonal canopy permits - due May 31** 175

There shall be a late fee of \$50 for any seasonal canopy permit that is not renewed within thirty days of its date of expiration.

**Permits for system installation: Pre-installation fee** - if any fire-protection system is modified or commencement of any installation is started without the benefit of applicable fire-prevention permits, all fees associated with said modification or installation will be equal to double the otherwise applicable fee for all fire-prevention permits

**Plans review for commercial cooking vapor system**

<i>New</i>	175
Acceptance test inspection (each)	35

**NOTES:**



<b>Plans review for alteration to commercial cooking vapor system</b>	
<i>Alteration</i>	125
Acceptance test inspection (each)	35
<b>Plans review for new fire extinguishing system (wet/dry)</b>	
<i>Wet System</i>	175
Acceptance test inspection (each)	35
<b>Plans review for renovation of fire extinguishing system (wet/dry)</b>	
<i>Wet System</i>	125
Acceptance test inspection (each)	35
<b>Installation of LPG system (one and two family exempt)</b>	
<i>Aboveground</i> <b><i>includes exchange sites</i></b>	150
<i>Underground</i>	300
<b><i>Acceptance/compliance test</i></b>	35
<b>Plans review for Fire Sprinkler</b>	
<b>- NFPA 13 Standard (up to 25 devices)</b>	200
(\$5 each additional device)	
<b><i>Alteration to fire sprinkler (up to 25 devices)</i></b>	75
<b>Two hour pressure test/acceptance test inspections for sprinklers systems</b>	
	75
<b>Plans review for Fire Sprinkler NFPA 13R or 13D</b>	75
<b><i>Alteration to fire sprinkler</i></b>	50
<b><i>Acceptance/compliance test</i></b>	35
<b>Smoke/fire detection system plans review</b>	
<i>New</i>	100
<i>Alteration to system</i>	50
Acceptance Test (per visit)	35
<b>Plans review for installation of aboveground flammable/combustible liquid tank (residential and heating system tanks are exempt)</b>	250
<b>Final inspection for compliance</b>	35
<b>All change order plans review</b>	75

NOTES:

<b>Plans review for installation of underground flammable/combustible liquid tank (residential and heating systems are exempt)</b>	300
<b>Final inspection for compliance</b>	35
<b>All change order plans review</b>	75
<b>Plans review for removal of underground flammable/combustible liquid tank (residential and heating systems are exempt)</b>	200
<b>Final inspection for compliance</b>	35
<b>All change order plans review</b>	75
<b>Plans review for installation of cistern</b>	100
<b>Final inspection for compliance</b>	35
<b>All change order plans review</b>	75
<b>Plans review for any “H” occupancy or area</b>	450
<b>Final inspection for compliance</b>	50
<b>All change order plans review</b>	75
<b>Violation Search</b>	30
<b>Public Assembly</b>	
<i>Occupant load</i>	
Less than 50	0
50-250	175
251-500	350
501 – 1,050	650
More than 1,050	900
<b>PERMIT TYPE: TC 199 Annual Permit</b>	
<b>Junkyard Annual Fee</b>	405
<b>There shall be a late fee of \$40 for any permit that is not renewed within thirty days of the renewal date.</b>	

NOTES:

**PERMIT TYPE: TC 220 Annual Permit**  
**Manufactured Home Annual Fee** 400  
There shall be a late fee of \$40 for any permit that is not renewed within thirty days of the renewal date.

**PERMIT TYPE: TC 250 Seasonal Permit**  
**Sidewalk Dining** 250  
There shall be a late fee of \$30 for any permit that is not renewed within thirty days of the renewal date.

**PERMIT TYPE: TC 330 Annual Permit**  
**Bed & Breakfast Annual Fee** 175  
  
There shall be a late fee of \$30 for any permit that is not renewed within thirty days of its date of expiration.

**PERMIT TYPE: TC 330 Temporary Permit**  
**Farmstand Fee** 40  
Late fee 15

NOTES:

Town of Southampton

2015 Tentative Budget

Fire Prevention - 3410

Account Code	Description	2013 Adopted Budget	2013 Actual	2014 Adopted Budget	2014 Amended Budget	2014 Aug YTD Actual	2015 Requested Budget	2015 Tentative Budget	2015 Tentative/ 2014 Amended Difference	2015 Tentative/ 2014 Amended % of Change	2016 Requested Budget	2016 Tentative Budget	2016 Tentative/ 2015 Tentative Difference	2016 Tentative/ 2015 Tentative % of Change
Real Property Taxes:														
1001	Property Taxes	538,354	536,986	520,865	532,917	532,917	532,949	532,868	(49)	(0.01%)	543,852	543,722	10,854	2.04%
Total Real Property Taxes		538,354	536,986	520,865	532,917	532,917	532,949	532,868	(49)	(0.01%)	543,852	543,722	10,854	2.04%
Other Revenue:														
1523	Alarm Billing	10,000	25,010	15,000	15,000	22,975	15,000	15,000	0	0.00%	15,000	15,000	0	0.00%
1561	Inspection Contracts	2,200	2,006	2,200	2,200	0	2,200	2,200	0	0.00%	2,200	2,200	0	0.00%
2550	Public Safety Permits	180,000	231,866	200,000	200,000	183,464	225,000	225,000	25,000	12.50%	225,000	225,000	0	0.00%
2770	Miscellaneous	0	19,005	0	0	5,318	0	0	0	0.00%	0	0	0	0.00%
Total Other Revenue		192,200	277,886	217,200	217,200	211,757	242,200	242,200	25,000	11.51%	242,200	242,200	0	0.00%
Total Revenue		730,554	814,872	738,065	750,117	744,674	775,149	775,068	24,951	3.33%	786,052	785,922	10,854	1.40%
Salaries:														
6100	Salaries	404,326	404,117	412,393	412,393	274,983	418,620	418,620	(6,227)	(1.51%)	426,993	426,993	(8,372)	(2.00%)
6101	Overtime	35,000	35,273	35,000	35,000	18,542	35,000	35,000	0	0.00%	35,000	35,000	0	0.00%
6103	Accumulated Sick/Personal Days	5,131	3,378	4,280	4,280	3,619	4,420	4,420	(140)	(3.27%)	4,420	4,420	0	0.00%
6105	Part Time Salaries	11,423	10,855	11,460	11,460	7,591	11,460	11,460	0	0.00%	11,460	11,460	0	0.00%
6110	Longevity	25,089	25,070	26,786	26,786	0	28,321	28,321	(1,535)	(5.73%)	28,888	28,888	(566)	(2.00%)
6144	Clothing Cleaning	1,200	1,200	1,200	1,200	1,200	1,200	1,200	0	0.00%	1,200	1,200	0	0.00%
Total Salaries		482,169	479,892	491,119	491,119	305,934	499,022	499,022	(7,903)	(1.61%)	507,960	507,960	(8,939)	(1.79%)
Employee Benefits - Current:														
6810	Employee Retirement - Active	62,689	108,725	57,361	64,869	45,391	74,673	74,673	(9,804)	(15.11%)	76,148	76,148	(1,475)	(1.98%)
6830	FICA Tax Expenditure	36,579	36,261	37,241	37,241	23,053	37,726	37,726	(485)	(1.30%)	38,271	38,271	(546)	(1.45%)

Town of Southampton  
2015 Tentative Budget  
Fire Prevention - 3410

Account Code	Description	2013 Adopted Budget	2013 Actual	2014 Adopted Budget	2014 Amended Budget	2014 Aug YTD Actual	2015 Requested Budget	2015 Tentative Budget	2015 Tentative/ 2014 Amended Difference	2015 Tentative/ 2014 Amended % of Change	2016 Requested Budget	2016 Tentative Budget	2016 Tentative/ 2015 Tentative Difference	2016 Tentative/ 2015 Tentative % of Change
6835	MTA Tax	1,635	1,612	1,676	1,676	1,029	1,703	1,703	(27)	(1.60%)	1,733	1,733	(30)	(1.78%)
6840	Worker's Compensation	11,901	11,901	12,312	12,312	6,715	12,435	12,435	(123)	(1.00%)	12,681	12,681	(247)	(1.98%)
6860	Medical Insurance - Active Employees	99,654	98,268	104,637	116,689	72,566	115,908	115,908	781	0.67%	115,908	115,908	0	0.00%
6865	Dental & Optical	7,796	6,781	7,821	7,821	4,786	7,821	7,821	0	0.00%	7,821	7,821	0	0.00%
6875	Disability	230	147	259	259	(24)	259	259	0	0.00%	259	259	0	0.00%
Total Employee Benefits - Current		220,485	263,695	221,307	240,867	153,515	250,524	250,524	(9,657)	(4.01%)	252,822	252,822	(2,298)	(0.92%)
Total Employee Costs		702,654	743,587	712,426	731,986	459,449	749,546	749,546	(17,560)	(2.40%)	760,782	760,782	(11,236)	(1.50%)
Equipment:														
6200	Equipment	1,420	296	0	0	0	0	0	0	0.00%	0	0	0	0.00%
Total Equipment		1,420	296	0	0	0	0	0	0	0.00%	0	0	0	0.00%
Contractual:														
6401	Contracts	1,352	1,072	1,352	1,352	162	1,352	1,352	0	0.00%	1,372	1,372	(20)	(1.45%)
6403	Gasoline	12,000	11,467	14,000	14,000	7,117	14,000	14,000	0	0.00%	14,000	14,000	0	0.00%
6406	Repair Equipment	477	1,554	200	200	157	200	200	0	0.00%	200	200	0	0.00%
6410	Postage	147	34	147	147	92	147	100	47	31.97%	196	100	0	0.00%
6411	Printing and Stationery	784	425	784	784	162	784	600	184	23.47%	784	600	0	0.00%
6412	Publications	980	1,166	0	0	0	0	0	0	0.00%	0	0	0	0.00%
6416	Travel, Dues and Related	588	182	0	165	165	150	200	(35)	(21.21%)	150	200	0	0.00%
6417	Photography	343	39	100	100	0	100	100	0	0.00%	100	100	0	0.00%
6418	Uniforms	294	697	794	794	208	794	794	0	0.00%	294	294	500	62.97%
6425	Office Supplies	686	635	686	521	88	500	600	(79)	(15.16%)	500	600	0	0.00%
6426	Supplies - Other	1,176	1,153	1,176	1,176	305	1,176	1,176	0	0.00%	1,274	1,274	(98)	(8.33%)

Town of Southampton

2015 Tentative Budget

Fire Prevention - 3410

Account Code	Description	2013 Adopted Budget	2013 Actual	2014 Adopted Budget	2014 Amended Budget	2014 Aug YTD Actual	2015 Requested Budget	2015 Tentative Budget	2015 Tentative/ 2014 Amended Difference	2015 Tentative/ 2014 Amended % of Change	2016 Requested Budget	2016 Tentative Budget	2016 Tentative/ 2015 Tentative Difference	2016 Tentative/ 2015 Tentative % of Change
6450	Schools & Training	637	20	400	400	80	400	400	0	0.00%	400	400	0	0.00%
6466	Telephone - Wireless	4,116	2,472	3,100	3,100	1,053	3,100	3,100	0	0.00%	3,100	3,100	0	0.00%
6477	Copier Leases	2,900	2,226	2,900	2,900	1,484	2,900	2,900	0	0.00%	2,900	2,900	0	0.00%
	Total Contractual	26,481	23,143	25,639	25,639	11,073	25,603	25,522	117	0.46%	25,270	25,140	382	1.50%
	Total Expenditures	730,554	767,025	738,065	757,625	470,522	775,149	775,068	(17,443)	(2.30%)	786,052	785,922	(10,854)	(1.40%)
	Net Surplus (Deficit)	0	47,847	0	(7,508)	274,152	0	0			0	0		
	Appropriated Fund Balance:													
9090	Appropriated Fund Balance	0	0	0	7,508	0	0	0			0	0		

# ANIMAL CONTROL

## 2015 ORGANIZATIONAL CHART

**OFFICE OF THE  
TOWN ATTORNEY**

**CODE SERVICES**

### ANIMAL SHELTER SUPERVISOR

**Donald Bambrick**

Supervises Animal Control Officer I and Animal Control Officer II in the enforcement of NYS and Town of Southampton codes pertaining to animals. Enforcement includes dealing directly with the public; writing notices of violation; issuing appearance tickets and criminal summonses.

Supervises Animal Control Officer I and Animal Control Officer II in the investigation of complaints pertaining to animals. Complaints include, but are not limited to, noise violations, animal housing issues, bites and dogs running at large. Reviews and maintains records.

Operates a motor vehicle in the course of duties.

Supervises and participates in the patrol of Town properties, roadways and beaches for the purpose of enforcing New York State and Town of Southampton laws pertaining to animals. Maintains records on activities.

Investigates complaints of cruelty to animals; educates the public on humane care of animals; issues warnings and appearance tickets, as necessary.

Acts as liaison between the Town and the privatized Animal Shelter.

Attends Animal Behavior Assessment Committee meetings.

Prepares and maintains statistical reports regarding the operations of the Animal Control Department and Animal Shelter.

Reviews policies and procedures to assure the safety of all individuals involved in the transportation, contact and housing of animals under the control of the Town of Southampton and the animal shelter and makes recommendations.

Reviews policies and procedures regarding the effective and efficient operation of the Animal Control Department and Animal Shelter and makes recommendations.

Coordinates within the National Incident Management System (NIMS), as set up by the Town of Southampton during emergencies, typical duties may include, but are not limited to supervising Animal Control officers and the Animal Shelter in their assigned emergency duties; assisting with the Town's emergency operations.

May attend other meetings including public information meetings, Town Board meetings, other public meetings and educational presentations.

### ANIMAL CONTROL OFFICER I

**Seth Farrell**

**Michael Lorenz**

**Vacant P/T**

Enforces NYS and Town of Southampton codes pertaining to animals. Enforcement includes dealing directly with the public; writing notices of violation; issuing appearance tickets and criminal summonses.

Patrols town properties, roadways and beaches for the purpose of enforcing New York State and Town of Southampton laws pertaining to animals. Maintains records on activities.

Investigates complaints pertaining to animals. Complaints include, but are not limited to, noise violations, animal housing issues, bites and dogs running at large. Maintains records.

Picks up and transports animals either injured, or running at large.

Assists with shelter duties, as needed.

Coordinates with the shelter staff and resources, under the direction of the Animal Shelter Supervisor, to assure the safety of all individuals involved in the transportation, contact and housing of animals under the control of the Town of Southampton.

Assists the public with issues involving wild animals.

Assists the public with issues involving destruction of chickens, ducks, domesticated rabbits and/or livestock by dogs running at large.

Is available on a rotating basis 24 hours-a-day, 365 days-a-year for response to after-hour emergencies.

Understands safe handling procedures for stray and wild animals. Utilizes humane equipment including restraining devices and traps to perform duties.

Possesses and maintains knowledge of animal disease, including zoonotic diseases. Observes animals under their control for signs of illness. Provides information to the appropriate individuals, including but not limited to the Animal Shelter Supervisor, Veterinary Technician and kennel attendants.

Does related work, as required.

# Department Summary

Department: Animal Control

Budget Year: 2015  
Division: Town Attorney  
Tax District: Full Town

Cost Center #: 3511  
Manager: Don Bambrick

## NOTES:

### Goals & Objectives:

In 2010, the Animal Control Unit was relocated to the Animal Shelter. The Animal Shelter Supervisor is tasked with oversight of the privatized animal shelter. In 2014, the Town will continue to function as a landlord to the Southampton Animal Shelter Foundation, the nonprofit organization which was awarded the contract to privatize the animal shelter by Town Board Resolution 2009-1313. Pursuant to this agreement, the Animal Shelter Supervisor will continue to coordinate the Town's obligations and serve as the point of contact to the Southampton Animal Shelter Foundation.

Animal Control Duties include:

Providing animal control services 7-days-a-week;

Providing animal emergency services 24 hours a day, 365 days a year;

Assuring the humane treatment of all animals;

Ensuring public safety by the control of stray animals;

Enforcing NYS Agriculture & Markets Law pertaining to dangerous dogs;

Investigating animal bites and refer these to the Suffolk County Department of Health;

Seizing dogs found to be in violation of Town and State laws;

Seizing sick or injured dogs, cats, other pets and domestic animals in order to obtain medical attention for them.

### Legal Authority:

Animal Control operates under the authority of NYS Agriculture & Markets Law Article 7, Sections 114 and 115 and Southampton Town Code Chapter 150.



# Department Summary

Department: Animal Control

**Budget Year:** 2015

**Division:** Town Attorney

**Tax District:** Full Town

**Cost Center #:** 3511

**Manager:** Don Bambrick

**Departmental Mission & Responsibilities:**

Enforcing applicable Town Code and NYS Agriculture and Market Laws to ensure public safety and quality of life for resident and visitors, including the associated animal populations.

**Workload:**

Responds to calls as dispatched; enforces Town Code Chapter 150 and NYS Agriculture and Markets Law Article 7; seizes dogs found to be in violation of State and local laws; provides routine patrols, including Town beaches; maintains records and files bite reports; reviews applications for Commercial Animal Enterprises and issues permits; works with the SPCA on cruelty complaints and animal emergency preparedness; follows up on dog licensing.

NOTES:

Town of Southampton

2015 Tentative Budget

Animal Control - 3511

Account Code	Description	2013 Adopted Budget	2013 Actual	2014 Adopted Budget	2014 Amended Budget	2014 Aug YTD Actual	2015 Requested Budget	2015 Tentative Budget	2015 Tentative/ 2014 Amended Difference	2015 Tentative/ 2014 Amended % of Change	2016 Requested Budget	2016 Tentative Budget	2016 Tentative/ 2015 Tentative Difference	2016 Tentative/ 2015 Tentative % of Change
Real Property Taxes:														
1001	Property Taxes	317,363	317,363	331,457	341,067	341,067	334,753	333,253	(7,814)	(2.29%)	340,097	338,597	5,344	1.60%
Total Real Property Taxes		317,363	317,363	331,457	341,067	341,067	334,753	333,253	(7,814)	(2.29%)	340,097	338,597	5,344	1.60%
Other Revenue:														
2552	Animal Control Permit Fees	1,500	900	1,100	1,100	700	1,100	1,100	0	0.00%	1,100	1,100	0	0.00%
Total Other Revenue		1,500	900	1,100	1,100	700	1,100	1,100	0	0.00%	1,100	1,100	0	0.00%
Total Revenue		318,863	318,263	332,557	342,167	341,767	335,853	334,353	(7,814)	(2.28%)	341,197	339,697	5,344	1.60%
Salaries:														
6100	Salaries	180,696	180,697	185,167	185,167	123,343	189,060	189,060	(3,893)	(2.10%)	193,739	193,739	(4,678)	(2.47%)
6101	Overtime	0	0	5,000	5,000	0	5,000	5,000	0	0.00%	5,000	5,000	0	0.00%
6103	Accumulated Sick/Personal Days	5,455	4,839	5,200	5,200	4,937	4,100	4,100	1,100	21.15%	4,100	4,100	0	0.00%
6105	Part Time Salaries	17,160	0	11,000	11,000	0	0	0	11,000	100.00%	0	0	0	0.00%
6110	Longevity	5,761	5,761	7,587	7,587	0	7,720	7,720	(133)	(1.76%)	7,911	7,911	(190)	(2.46%)
6127	Cash in Lieu of Health Benefits	1,500	1,500	1,500	1,500	0	0	0	1,500	100.00%	0	0	0	0.00%
6144	Clothing Cleaning	900	600	600	600	600	600	600	0	0.00%	600	600	0	0.00%
Total Salaries		211,472	193,396	216,054	216,054	128,880	206,481	206,481	9,574	4.43%	211,350	211,350	(4,869)	(2.36%)
Employee Benefits - Current:														
6810	Employee Retirement - Active	26,029	45,925	25,807	29,185	20,422	33,244	33,244	(4,059)	(13.91%)	34,048	34,048	(803)	(2.42%)
6830	FICA Tax Expenditure	16,062	14,626	16,546	16,546	9,695	15,813	15,813	732	4.43%	16,186	16,186	(372)	(2.36%)
6835	MTA Tax	714	650	738	738	431	705	705	33	4.41%	722	722	(17)	(2.35%)
6840	Worker's Compensation	6,015	6,015	11,849	11,849	6,462	11,419	11,419	429	3.62%	11,702	11,702	(283)	(2.47%)

Town of Southampton  
2015 Tentative Budget  
Animal Control - 3511

Account Code	Description	2013 Adopted Budget	2013 Actual	2014 Adopted Budget	2014 Amended Budget	2014 Aug YTD Actual								
							2015 Requested Budget	2015 Tentative Budget	2015 Tentative/ 2014 Amended Difference	2015 Tentative/ 2014 Amended % of Change	2016 Requested Budget	2016 Tentative Budget	2016 Tentative/ 2015 Tentative Difference	2016 Tentative/ 2015 Tentative % of Change
6860	Medical Insurance - Active Employees	39,658	38,273	41,641	51,251	31,794	50,796	50,796	455	0.89%	50,796	50,796	0	0.00%
6865	Dental & Optical	3,898	3,391	3,908	3,908	2,393	3,908	3,908	0	0.00%	3,908	3,908	0	0.00%
6875	Disability	115	50	115	115	(8)	86	86	29	25.00%	86	86	0	0.00%
Total Employee Benefits - Current		92,491	108,930	100,603	113,591	71,189	115,972	115,972	(2,382)	(2.10%)	117,447	117,447	(1,475)	(1.27%)
Total Employee Costs		303,963	302,326	316,657	329,645	200,068	322,453	322,453	7,192	2.18%	328,797	328,797	(6,344)	(1.97%)
Contractual:														
6403	Gasoline	7,200	5,032	8,000	8,000	2,743	6,500	6,500	1,500	18.75%	6,500	6,500	0	0.00%
6411	Printing and Stationery	300	0	300	300	140	300	300	0	0.00%	300	300	0	0.00%
6418	Uniforms	800	739	800	800	0	800	800	0	0.00%	800	800	0	0.00%
6423	Small Equipment (Non-Capital	0	0	2,000	2,000	1,371	1,000	1,000	1,000	50.00%	0	0	1,000	100.00%
6466	Telephone - Wireless	3,600	1,987	1,800	1,800	383	1,800	1,800	0	0.00%	1,800	1,800	0	0.00%
6481	Veterinarian Fees	3,000	293	3,000	3,000	444	3,000	1,500	1,500	50.00%	3,000	1,500	0	0.00%
Total Contractual		14,900	8,051	15,900	15,900	5,081	13,400	11,900	4,000	25.16%	12,400	10,900	1,000	8.40%
Total Expenditures		318,863	310,377	332,557	345,545	205,150	335,853	334,353	11,192	3.24%	341,197	339,697	(5,344)	(1.60%)
Net Surplus (Deficit)		0	7,886	0	(3,378)	136,618	0	0						
Appropriated Fund Balance:														
9090	Appropriated Fund Balance	0	0	0	3,378	0	0	0						